

EMERGENCY TELEPHONE SYSTEM BOARD

MEETING May 17, 2007

D.C. Art Weber, Chairman, called the McHenry County Emergency Telephone System Board to order May 17, 2007, at 9:00 AM at the Woodstock Police Department, Woodstock, IL for a regular meeting.

MEMBERS IN ATTENDANCE: Art Weber, Chairman, Sgt. Dick Johns, Vice Chairman, Chief Ken Rydberg, Chief Jim Saletta, Captain David Shepherd, Sgt. Bob Harper, Sgt. Rich Solarz, Director Barry Valentine, and Jim Molnar.

MEMBERS ABSENT: DC Dennis Harris, Lt. Andy Oparyk, and John Shay.

STAFF IN ATTENDANCE: Tiki Carlson, Coordinator, Wileen Peterson, Admin Specialist, Robin Gibbs, Admin Specialist, Ryan Cypher, Technology Specialist.

VISITORS: Mary Christiansen, ALFPD; Pat McCarthy, Brian Knop MCSO; Kathy Restivo, Cary PD; Denise Wills, Huntley PD; Bill Burton, Motorola.

ADDITIONS OR CORRECTIONS TO THE MINUTES: None

MOTION: by Sgt. Harper, second by Captain Shepherd, to accept the April 19, 2007, minutes. All members present voted AYE. Motion passed.

CORRESPONDENCE: none

TREASURER REPORT: The Treasurer's report was submitted. Balance as of April 30, 2007, was \$2,612,174.69 in the General Account.

MOTION: by Barry Valentine, second by Sgt. Johns, to accept the Treasurer's Report as submitted and place on file for future audit. A roll call vote was taken. Members voting AYE: Harper, Johns, Molnar, Rydberg, Saletta, Shepherd, Solarz, Valentine and Weber. Members voting NAY: none. Motion passed.

BILLS: Board members reviewed the bills.

MOTION: by Barry Valentine, second by Captain Shepherd, to approve the 290001 expenditures in the amount of \$71,884.15, 290100 expenditures in the amount of \$6,933.12, for the month of April. A roll call vote was taken. Members voting AYE: Harper, Johns, Molnar, Rydberg, Saletta, Shepherd, Solarz, Valentine and Weber. Members voting NAY: none. Motion passed.

COMMITTEE REPORTS:

FINANCIAL: FY07-08 Budget process is starting in June.

TECHNICAL: No Report

PERSONNEL: Introduction of new employee Ryan Cypher, Technology Specialist.

TRAINING: No Report

PSAP: No Report

GRANT WRITING: No Report

DISCUSSION:

INFORMATION ITEMS:

Board members were reminded to contact the ETSB office before contacting contracted vendors for service. The board will not be responsible for bill payment if the office is not notified.

MOTION: by Sgt. Harper, second by Captain Shepherd, to adjourn. All members present voted AYE. Motion passed.
Meeting adjourned at 9:20 AM

[The next meeting is Thursday June 21, 2007](#)
[9:00 AM Woodstock Police Department](#)

Coordinator's Report for May 17, 2007

HTE APPLICATIONS-

- ❖ The role swap took place May 8th and since then we've been running on the MCJAIL AS/400 since then. Most issues were resolved prior to the switch, however there were a few that were discovered as the week went by. It was anticipated that now the back up was primary there were items that hadn't been tested or tried the first few times. The biggest issue is an error that comes up during the back up. We are able to answer the message and the back up will complete successfully. We are waiting on HTE to fix the problem. June 5th the systems will be switched back. It is our plan to do this on a monthly basis to verify in the event of an emergency the process will be as seamless as possible.
- ❖ GTG/HTE worked with Wileen to rectify the issue of LG Mobile and LG Dispatch holding calls, which is another issue from the role swap. Please advise your TC's and officers if they see an unusual number of calls on the map to please let us know. That is a definite indication of a problem.
- ❖ Next week HTE Application administrators will be attending the HTE Users Conference in Dallas, TX.

PSAP/911-

- **Plant** – Mission Control has notified us recently of two hardware failures. Both were replaced this week. Each piece was the backup to the primary (installed as redundant), and did not cause an outage.
- **VoIP 9-1-1** – is complete and live for the PSAP's. Any address issues need to be forwarded to the 9-1-1 office. **Please verify location of the caller!
- **Phase II Wireless** – Please remind TC's to get in the habit of hitting the Retransmit button during an active call until PH2 displays. They need to wait 10 to 15 seconds between attempts.
- **Orion 9-1-1 Mapping** - End User "Train the Trainer" was held May 3rd. As discussed in class, please let the office know if you have any issues with the map.

NETWORK / VERIZON-

- **Verizon** – A meeting is scheduled in early June with our newest account management team.
- **LEADS** – A state mandated equipment upgrade was done on the 15th. Total down time was minimal.

CORRESPONDENCE-

MISCELLANEOUS INFORMATION –

- The new office configuration is complete, and a majority of the furniture has been installed. The last office should be done sometime next week.

REMINDERS –

- Please update your roster with our office when hiring someone new or have someone leaving. We need to keep our records up to date and limit access into our systems for dispatchers who have left your employment or gone to another agency.